



# Deputy County Attorney or Senior Deputy County Attorney Yellowstone County Equal Opportunity Employer



*Yellowstone County encourages applications from diverse candidates  
and candidates who support diversity.*

**Posting Date:** June 5, 2020

**Department:** County Attorney

**Deputy County Attorney**

**Grade:** I

**Salary:** \$62,000.00 per year

**Senior Deputy County Attorney**

**Grade:** K

**Salary:** \$66,844.94 up to \$100,267.40 per year DOQ\*

\*Salary above grade midpoint subject to BOCC approval.

**Hours:** Monday – Friday, 8:00 a.m. – 5:00 p.m.\*

**FLSA:** Exempt

\*Must be available to work over 40 hours upon request

**ACCEPTING APPLICATIONS UNTIL POSITION IS FILLED.**

**First review of applications received will be on June 18, 2020**

**FUNCTION:**

Full-time position which performs a wide variety of routine to complex criminal prosecution and/or litigation duties in the State and Federal court systems including misdemeanor and felony criminal violations, youth court, and child abuse and neglect matters; does related duties as required.

**REQUIRED – DEPUTY COUNTY ATTORNEY:**

- Juris Doctorate;
- Must be a member of the Montana State Bar or will be taking the bar exam in July 2020 with admission to the bar in September 2020.

**REQUIRED – SENIOR DEPUTY COUNTY ATTORNEY:**

- Juris Doctorate; must be a member of the Montana State Bar;
- Minimum of two (2) years of criminal prosecution and trial experience as a Deputy County Attorney or two (2) years' experience practicing law including civil litigation, criminal litigation and/or local government law; **or** any equivalent combination of experience and training totaling six (6) years;
- Demonstrated ability to litigate and try cases and effectively handle a demanding caseload.

*Job description available upon request.*

**TO APPLY:**

**Submit by 5:00 pm on JUNE 18, 2020;**

1. **County application**
2. **Letter of interest**
3. **Resume**
4. **Names, addresses, and phone numbers of three (3) employment-related references**
5. **Writing sample**

***If you submit your materials online, please call Human Resources to ensure all documents were received.***

To: Human Resources, Room 106, Yellowstone County Courthouse or to Montana Job Service, 2121 Rosebud Drive, Billings, MT.

**Late or incomplete materials will not be considered.** Download application at [www.co.yellowstone.mt.gov](http://www.co.yellowstone.mt.gov)

Applicants who require special accommodation due to disability should contact the Human Resources Office at 256-2705.

**NOTE:** If this position becomes available within 90 days the same applicant pool may be considered.